

CAMPGROUND ORDINANCE

BRUNSWICK COUNTY NORTH CAROLINA

ADOPTED SEPTEMBER 5, 1995

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TABLE OF CONTENTS

<u>ARTICLE</u>	<u>PAGE</u>
1. Purpose	1
2. Jurisdiction	1
3. Authority	1
4. Short Title	1
5. Definitions	2
6. Procedure for Securing Approval of Campgrounds	4
Section A. Approval Required	4
Section B. Campground Plan Submission	4
Section C. Review of Proposed Campground Plan	6
Section D. Plan Approval	7
7. Design Standards	9
Section A. General Requirements	9
Section B. Streets and Parking	10
Section C. Campground Space	11
Section D. Utility Requirements	12
Section E. Buffering	13
Section F. Registration of Occupants	13
Section G. Permanent Occupancy Prohibited	13
Section H. Inspection	14
8. Administration	14
Section A. Variances	14
Section B. Zoning Requirements	14
Section C. Penalties	14
Section D. Civil Penalties	15
Section E. Separability	15
Section F. Amendment Procedure	16

ARTICLE I. PURPOSE

The purpose of this Ordinance is to regulate and guide the establishment of campgrounds in order to promote the public health, safety, and general welfare of the citizens of Brunswick County, North Carolina. This Ordinance is designed to accomplish the following specific objectives: (a) to further the orderly layout of campgrounds; (b) to secure safety from fire, panic, and other dangers; (c) to provide adequate light and air; and (d) to ensure that facilities for transportation, parking, water, sewage, and recreation are provided for campground visitors.

ARTICLE II. JURISDICTION

These regulations shall govern the establishment of each and every new campground and the alteration or expansion of existing campgrounds lying within the jurisdiction of Brunswick County.

ARTICLE III. AUTHORITY

Brunswick County hereby exercises its authority to adopt and enforce a Campground Ordinance pursuant to the authority granted to Brunswick County by Chapter 153A, Article Six of the General Statutes of North Carolina.

ARTICLE IV. SHORT TITLE

This Ordinance shall be known as the Campground Ordinance, Brunswick County, North Carolina, and may be cited as the Campground Ordinance.

ARTICLE V. DEFINITIONS

When used in this Ordinance, the following words and phrases shall have the meaning given in this section. Terms not herein defined shall have their customary definitions where not inconsistent with the context. The term shall is mandatory and words used in the singular include the plural and those in the present include the future tense.

1. **Brunswick County Health Authority:** Health Director or his/her designated agent(s).
2. **Camper:** A folding structure manufactured of metal, wood, canvas, plastic, or other materials, or any combination thereof, mounted on wheels and designed for travel, recreation, or vacation use. A camper is not designed or intended to be used as a permanent dwelling. Campers may also include the following:
 - a. **Travel trailer:** A vehicular, portable structure built on chassis, designed to be towed by a self-propelled vehicle for use for travel, recreation, or vacation purposes. A travel trailer is not designed or meant to be used as a permanent dwelling.
 - b. **Recreational Vehicle:** A self-propelled vehicle or portable structure mounted on such a vehicle designed as a temporary dwelling for travel, recreation, and vacation.
 - c. **Tent:** A portable shelter of canvas, plastic, or skins stretched over a supporting framework of poles with skins stretched over a supporting framework of poles with ropes and pegs.
3. **Camper Space:** A plot of land within a campground designed for the accommodation of one (1) camper or tent.
4. **Campground:** Any lot upon which fifteen (15) or more camper or tent spaces are provided for temporary occupancy according to requirements as set forth in this Ordinance. A campground shall also be known as a recreational vehicle park, or travel trailer park.
5. **Cul-de-sac:** A street with only one end open to traffic and the other end being permanently terminated and a vehicular turnaround provided for the safe and convenient reversal of traffic movement. Length is measured from the center point of the turnaround to the center line of the connecting non-cul-de-sac street.
6. **Developer:** Any person, firm, trust, partnership, association or corporation engaged in development, or proposed development of a Campground.

7. **Easement:** The right to use another person's property, but only for a limited and specifically named purpose, the owner generally continues to make use of such land since he has given up only certain and not all, ownership rights.
8. **Sanitary Sewage System:** A complete system of sewage collection, treatment and disposal, including approved privies, septic tank systems, connection to public or community sewage systems, incinerators, mechanical toilets, composting toilets, recycling toilets, mechanical aeration systems, or other such systems.
9. **Public Street:** A dedicated and accepted public right-of-way which affords access to abutting property and meets the standards of this ordinance and the most recent North Carolina Department of Transportation minimum construction standards for subdivision roads.
10. **Public Water Supply:** Any water supply furnishing potable water to fifteen (15) connections, or combination of twenty-five (25) residences or businesses so approved and designated by the appropriate agent of the state of North Carolina. This definition is not to be inferred as limited to publicly owned or operated systems, as such systems may be owned and operated by either public or private enterprise.
11. **Septic Tank System:** A subsurface sanitary sewage system consisting of a settling tank and a subsurface disposal field and other appurtenances required for proper collection, distribution, treatment, disposal, operation and performance.
12. **Service Building:** A building housing toilet and bathing facilities for men and women, with laundry tray.
13. **Setbacks:** The distance between a structure and the space or boundary line.
14. **Surveyor:** A qualified land surveyor or engineer registered and currently licensed to practice surveying in the State of North Carolina.

ARTICLE VI. PROCEDURE FOR SECURING APPROVAL OF CAMPGROUNDS

Section A. Approval Required

Campgrounds as permissible uses may be established upon the Special Exception approval of the Brunswick County Planning Board. The Brunswick County Planning Board shall have approval authority of the Campground as a Special Exception.

Section B. Campground Plan Submission

- (1) Prior to the construction of a campground or the expansion of an existing campground, the developer shall submit a campground plan to the Brunswick County Planning Department. Six (6) copies of the proposed campground plan must be received at least twenty-eight (28) days prior to the regularly scheduled meeting of the Brunswick County Planning Board if the plans are to be reviewed by the Board at that time. New campgrounds or the expansion of an existing campground to include fifteen (15) or more sites must receive the Brunswick County Planning Board Special Exception approval.
- (2) All park plans shall be prepared by a registered land surveyor currently licensed and registered in the State of North Carolina, or the owner or his/her authorized agent and shall be drawn legibly at a scale of one hundred (100) feet to one (1) inch, or larger, and shall include the following:

Plan Requirements:

- (a) Name of the park, developer, scale, date, and tax map, block and parcel number.
- (b) Vicinity Map, sketch showing relationship between campground and surrounding area.
- (c) The location of existing property lines, streets service buildings, natural and man-made water courses, existing wells and septic tanks, railroads, transmission lines, sewers, bridges, culverts, and drain pipes, water mains, city and county lines (if adjoining), drainage easements and public utility easements, all structures to be located on the park site.

- (d) The outside boundaries of the tract of land on which the park will be built and approximate bearings and distances of each line.
- (e) Proposed camper spaces well defined, indicating accurate dimensions and site numbers.
- (f) All existing structures and proposed structures.
- (g) The proposed location of all streets, driveways, open recreational areas, parking areas, service buildings, easements, and camper spaces.
- (h) Water distribution system which will connect to county system, if applicable (should be designed to minimum county standards and submitted for review).
- (i) Surface and/or subsurface drainage plan.
- (j) Zoning classification of the property.
- (k) Site data:
 - 1. acreage in total tract.
 - 2. acreage in campgrounds, if applicable.
 - 3. total number of spaces.
 - 4. lineal feet in streets.
- (l) Flood plain information, if necessary.
- (m) Landscaping and buffering.
- (n) Adjoining property owners.
- (o) Sign location, setback and dimensions.
- (p) Title, date, graphic scale, north arrow.
- (q) Sedimentation control plan information in accordance with N.C. State Law.
- (r) Uses on adjacent properties.
- (s) Off-street parking, loading areas and their dimensions.
- (t) The location and dimensions of present and proposed campground streets and adjacent highways.

- (u) Method of Garbage Disposal.
- (v) Water/Utility Systems.

Section C. Review of the Proposed Campground Plan

The Zoning Administrator shall forward the proposed campground plan to the ~~Zoning~~ Brunswick County Planning Board for review. The Zoning Administrator shall also forward a copy of the proposed campground plan to the Brunswick County Health Authority, and all other appropriate agencies for review and comments. Following the evaluation period, a review meeting shall be set with the applicant and appropriate agencies, not less than twenty-one (21) days prior to the Brunswick County Planning Board Meeting, to discuss the plan. If deficiencies are found with the plan, the plan will then be returned to the developer for correction. If the review agencies determine no inconsistencies with applicable regulations, the Zoning Administrator shall then forward the proposed campground plan to the Board for approval.

- (1) The Brunswick County Planning Board shall determine if the proposed campground plan is in accordance with the design standards set forth in this Ordinance, including, but not limited to the following:
 - (a) Title information.
 - (b) Location map.
 - (c) Recreation areas.
 - (d) Street and lot design.
 - (e) Surface water drainage.
 - (f) Other features of the campground.

- (g) Brunswick County Health Department report.
 - (h) County Engineering and Water Department report.
 - (i) Buffering.
 - (j) Other approvals as may be required.
- (2) The Brunswick County Health Authority shall review the proposed campground plan to determine if the plan is in accordance with the minimum health standards and regulations:
- (a) Source of water and water distribution system.
 - (b) Sanitary sewage system. Owner/developer shall submit plans for proposed sanitary sewage system to the Health Department for its review. Each campground intended for the use of septic systems will require an application for a site evaluation. An operations permit must be maintained in order for the Campground to remain operational.
 - (c) Adequate space size, if septic tanks are to be used.
 - (d) Each well located so as to provide a minimum pollution-free radius as specified in Title 15A, Subchapter 18C, Section .0203 of North Carolina Administrative Code.
- (3) Each agency's review shall be completed within a reasonable time. Should any agency find deficiencies in the proposed campground plan, the developer or his agent shall be notified by the Planning Department to correct such deficiencies in the plan. Each agency shall notify the Planning Department after reviewing the proposed campground plan and shall provide a written statement of approval or disapproval. If disapproved, then the reasons therefore shall be stated.
- (4) If the Brunswick County Planning Board should disapprove the proposed campground plan, the reasons for such action and recommended changes shall be given to the developer or his agent.

Section D. Plan Approval

1. Plan review; procedure by the Brunswick County Planning Board:

The Brunswick County Planning Board shall make a decision on a final plan approval based on all required final agency reviews and other available pertinent information.

2. Notification of final approval:

After receiving approval of the campground plan from the Brunswick County Planning Board, Health Department, and other relevant county agencies, the Zoning Administrator is authorized to write a letter of approval to the developer. The Zoning Administrator shall notify the owner as shown on the plan of this approval within ten (10) days of the action. The intent of the letter of approval is to enable the execution of the campground plan in the field and shall not be construed to entitle the recipient to offer spaces for rent or lease, or to operate a campground as defined in this Ordinance. Spaces can only be occupied after all required improvements have been installed and Certificates of Occupancy and Zoning Compliance have been issued by the Brunswick County Inspections and Planning Departments respectively.

3. Issuance of Zoning Compliance Permit and Zoning Certificate of Compliance:

- a.** After receiving approval of the campground plan by the Brunswick County Planning Board, the Health Authority, and the County Building Inspector, the Planning Department is authorized to issue a zoning compliance permit. The intent of this permit is to enable the execution of the campground plan in the field and shall not be construed to entitle the recipient to offer spaces for rent or lease, or to operate a campground as defined in this Ordinance.
- b.** When the developer has completed the construction of the campground, he/she shall apply to the Planning Department for a Certificate of Zoning Compliance. The Planning Department representative and a representative from the Health Authority shall make an on-site inspection of the campground.

 - 1. If the plan conforms to the campground plan approved by the Board of Adjustment and other agencies, the Planning Department shall issue the developer a Certificate of Zoning Compliance.
 - 2. If the plan does not conform with the approved plan, the Planning Department shall delay issuance of the Certificate of Zoning Compliance until it comes into conformity.
- c.** The Zoning Certificate of Compliance issued to the developer shall constitute authority to lease or rent spaces in the campground.
- d.** When a campground is to be developed in stages, the proposed plan may be submitted for the entire development and application for an Zoning Certificate of Compliance may be made for each stage developed.

4. Development time frame:

If the construction of the campground has not begun within twelve (12) months from the issue date of the letter of approval, the Brunswick County Planning Board may grant an extension of this approval if the developer appears before the Board and shows cause. If cause is not shown, the developer must repeat all the required steps of procedure for securing approval of a campground as required by this Ordinance.

When a campground is to be developed in stages, the preliminary campground plan shall be submitted for the entire development, and an application for approval shall be made for each stage of development.

ARTICLE VII. DESIGN STANDARDS

The following standards shall be considered the minimum requirements for all new campgrounds.

Section A. General Requirements

1. Every campground shall contain at least 15 spaces.
2. No more than one camper may be parked on any one space. Campers shall not be permitted on parcels, lots, or spaces other than those approved through these regulations.
3. No space shall have direct vehicular access to a public road.
4. All spaces shall be located on sites with elevations that are not susceptible to flooding. The spaces shall be graded to prevent any water from ponding or accumulating within the park. Each space shall be properly graded to obtain a reasonably flat site for a campground and to provide adequate drainage away from the space. This requirement is not intended to circumvent FEMA regulations or the county Flood Management Ordinance.
5. Pursuant to N.C. State Building Code, each Campground shall have at least one service building to provide necessary sanitation and laundry tray. This structure may also contain a retail sales counter and/or coin operated machine for the campground residents use, provided there is no exterior advertising. Vending machines also may be permitted in a sheltered area. All service buildings shall be provided and maintained in a clean and sanitary condition and kept in good repair at all times. They shall be safely and adequately lighted. Facilities shall be easily accessible and conveniently located. All service buildings shall be accessible to the Brunswick County Health Authority and shall

be in conformity with all county codes. All buildings shall be constructed in accordance with the N.C. State Building Code, and shall meet N.C. State Building Code setback requirements.

6. No swimming pool or bathing area shall be installed, altered, improved, or used without compliance with applicable health department regulations. No bathing area shall be used without the approval of the Brunswick County Health Authority.
7. The campground owner is responsible for refuse collection. Storage, collection, and disposal of refuse shall be so managed as not to create health hazards, rodent harborage, insect-breeding areas, accident, fire hazards, or air pollution. The method of garbage disposal shall be noted on the plan and approved by the Brunswick County Planning Board.
8. It shall be unlawful to park or store a manufactured home in a campground. However, two (2) manufactured homes may be allowed within a campground to be used as residences of persons responsible for the operation and/or maintenance of the campground.
9. The transfer of title of a camper space or spaces either by sale or by any other manner shall be prohibited within a campground as long as the campground is in operation.
10. All campgrounds must comply with zoning regulations for signs within the zoning district they are located.
11. All camping units must be placed individually on approved camper spaces where all design standards and utilities have been completed.
12. Junked or wrecked vehicles are prohibited in Campgrounds.

Section B. Streets and Parking

1. Off-Street Parking Requirements

Two (2) off-street parking spaces shall be provided and maintained for each camper space. Required parking spaces may be included within the minimum required space area for each camper space.

2. Public Street Access

No camper space within a campground shall directly access a public road. Access to all campers and accessory structures within the campground shall be made using internal streets.

3. Internal Street Standards

- a.** One or two-way streets shall be used throughout the campground. One-way streets shall have minimum width of sixteen (16) feet. Two-way streets shall have a minimum width of eighteen (18) feet. Such streets shall be well-maintained and clearly identified. All streets within the campground shall be privately owned and maintained. Each camper space shall abut a internal street within the campground.
- b.** All internal streets that dead-end shall be provided with a permanent turnaround.
- c.** All parking within the campground shall take place off the internal street within designated parking areas only. All internal streets within the campground shall be equipped with adequate and suitable drainage facilities.
- d.** Maintenance of all internal streets and drainage facilities shall be the responsibility of the owner of the campground. Such streets shall be maintained in a manner to be free from pot holes, breaks in the pavement, rough surfaces, ponding of water and associated problems which would impede or cause hazards to motor vehicles. Speed reduction bumps on paved internal streets are permissible, but they shall be painted and appropriate signs indicating the bump must be placed along the street.

4. Ingress and Egress

Campgrounds shall not be located on through lots unless the campground is designed in a manner which does not encourage motorists from using the campground as a means of traveling from one public street to another.

Campgrounds requiring only one entrance and exit area shall provide at least one permanent turnaround within the campground. All campground entrances must be approved by the North Carolina Department of Transportation.

Section C. Campground Space

1. Minimum Campground Area

All Campgrounds shall have a gross land area of at least three (3) acres.

2. Minimum Space Design

- (a) The following minimum space requirements also takes into account the need for adequate space to prevent overcrowding, prevent fire hazards, provide sufficient light and air, etc.

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|-----------|--|--------------|
| 1. | Minimum space size, square feet | 1,250 |
| 2. | Minimum space width, feet | 25 |

- (b) Where public, municipal, or community water or sewer systems exist within 1,000 feet of the park, the developer shall connect to such system. If the water distribution system is installed in accordance with minimum county standards, the developer could dedicate the system to the county to operate.
- (c) A minimum of 8% of the total land area shall be devoted to accessible common open space intended for recreational use. These areas are separate from the camper spaces, and shall be grouped and of character suitable for active and passive recreation and shall be reasonably located for safe and convenient access to residents.
- (d) Each camper shall be located at least thirty (30) feet from the edge of any publicly-maintained street or road.

3. Spaces Numbered

Each camper space shall be identified by a permanent number which shall not be changed. The appropriate number of each camper space must be permanent and visibly displayed on each space. Each number shall be placed on a concrete, wood, metal, or any permanent post and conspicuously located on the lot.

Section D. Utility Requirements

1. An accessible, adequate, safe and potable supply of water shall be provided in each campground. Where a public water supply is available, connection shall be made thereto and its supply used exclusively. When a public water supply is not available, a community water supply may be developed and its supply used exclusively in accordance with local and state regulations and standards of the Division of Environmental Management, NC Department of Environment, Health, and Natural Resources codified in 15A NCAC 2C. Siting well locations should be discussed with the local health authority.

2. Adequate and safe sewage disposal facilities shall be provided in all campgrounds. A public sewage disposal system and sewage treatment plant complying with the requirements of the North Carolina Department of Environment, Health and Natural Resources shall be provided in every campground. Individual septic tank systems are permissible in accordance with the requirement of the State Health Sewage Disposal Regulations.
 - a. Sewage dumping stations shall be approved by the Brunswick County Health Authority. Each campground shall provide at least one (1) sewage dumping station for each 100 camper spaces, which are not equipped with individual sewer and water connections. Each campground shall also provide a sewer outlet to accommodate any dependent campers for emptying containers of human waste.
 - b. No method of sewage disposal shall be installed, altered, or used without the approval of the Brunswick County Health Authority. All sewage wastes from each park, including wastes from toilets, showers, bathtubs, lavatories, wash basins, sinks, and water using appliances not herein mentioned, shall be piped into an approved sewage disposal system.
3. Building and grounds shall be maintained free of rodent\insect harborage and infestation. Extermination methods and other control measures shall be in accordance with the requirements of licensed pest control operators. The campground owner shall be responsible for pest extermination and pest control measures to prevent the development of unsanitary conditions.

Section E. Buffering

1. A buffer strip at least ten (10) feet in width shall be maintained. This strip shall be free of all encroachment by buildings, parking areas or impervious coverage. No designated camper spaces shall include any areas required for buffering in accordance with this Ordinance.

Section F. Registration of Occupants

1. Every campground owner or operator shall maintain an accurate register containing a record of all occupants and owners of campers in the campground. The register shall be available for inspection at all times by authorized county representatives. The register shall contain the following information:
 - (a) Name and address of the occupants of each space.

- (b) Camper space number.
- (c) Date when occupancy within the campground begins and date when occupancy within the campground ceases.

Section G. Permanent Occupancy Prohibited

No camper space shall be used as a permanent place of abode. Any action toward removal of wheels of a camper except for temporary purposes of repair is hereby prohibited.

Section H. Inspection

1. The Brunswick County Health Authority, the Brunswick County Building Inspections Department and the Brunswick County Planning Department are hereby authorized and directed to make such inspections as are necessary to determine satisfactory compliance with this Ordinance. If connecting to county water the developer must comply with minimum county standards. It shall be the duty of the owners of campgrounds to give these agencies free access to such premises at reasonable times for inspections.
2. The person to whom an operating permit for a campground is issued shall operate the campground in compliance with this Ordinance and shall provide adequate supervision to maintain the campground, its facilities and equipment in good repair and in a clean and sanitary condition.
3. The campground owner shall notify campground visitors of all applicable provisions of this Ordinance and inform them of their responsibilities under this Ordinance.

ARTICLE VIII. ADMINISTRATION

Section A. Variances

Where strict adherence to the provisions of this Chapter would cause an unnecessary hardship because of topographical or other conditions peculiar to the site, the Board of Adjustment may authorize a variance, if such variance can be made without destroying the intent of the Ordinance. Any variance thus authorized shall be entered into the minutes of the Board of Adjustment and the reasoning on which the departure was justified shall be set forth.

Section B. Zoning Requirements

Campgrounds shall be permitted only in conformance with the regulations of the zoning district in which they are proposed.

Section C. Penalties

Any person violating the provisions of this Chapter shall be guilty of a Class Three misdemeanor. Each day that the violation continues to exist shall be considered a separate and distinct offense. For the purpose of this Chapter, a violation begins from the date of first notification.

Section D. Civil Penalties

In addition to the other remedies cited in this Ordinance for the enforcement of these provisions, these regulations may be enforced through the issuance of citations by Brunswick County. These citations shall be in the form of a civil penalty. The county may recover this penalty within seventy-two (72) hours after being cited for a violation. In addition, failure to pay the civil penalty within the seventy-two hour period may subject the violator to criminal charges.

The following civil penalties are established for violations under this Section:

Warning Citation	Correct violation within 10 days
First Citation	\$25.00
Second Citation for same offense	\$50.00
Third and sequential violations for Same offense	\$50.00

These civil penalties are in addition to any other penalties which may be imposed by the court of law for violations of the provisions of this Ordinance.

In addition to the foregoing enforcement provisions, this Ordinance may be enforced by any remedy provided in North Carolina General Statute 153-A-123, including, but not limited to, all appropriate equitable remedies issued from a court of competent jurisdiction as provided in General Statute 153A-123(d) and particularly the remedy of injunction and order of abatement as allowed by North Carolina General Statute 153A-123(e).

This Ordinance specifically provides that each day's continuing violation is a separate and distinct offense.

Section E. Separability

Should any section or provision of these regulations be held void or invalid by the courts for any reason, it shall not affect the validity of any other section or provision hereof which is not itself held void and invalid.

Wherever the provision of any other law, ordinance, or regulation impose higher standards than are required by the provision of this Ordinance, the provisions of such law, ordinance, or regulations shall govern.

Section F. Amendment Procedure

This Chapter may be amended from time to time by the Board of Commissioners as provided by the General Statutes. No amendment shall become effective unless it shall have been proposed by or shall have been submitted to the Planning Board for review and recommendation.